



DEPARTMENT OF EDUCATION

Dr. Jennifer McCormick
Superintendent of Public Instruction

Working Together for Student Success



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To: Superintendents, Program Administrators, Treasurers

From: Nathan Williamson, Director of Title Grants and Support
Debbie Dailey, Director of Strategic Projects & Project Management

Date: September 15, 2020

Subject: INtelligrants Consolidated Application Update

As you are aware, the State of Indiana has begun deploying a new grants management system, INtelligrants, which is a shared state agency solution for a centralized warehouse for all funding streams. The Indiana Department of Education (IDOE) was identified to be one of the first agencies to deploy this new system.

In 2019-2020, IDOE piloted the Non-English Speaking Program (NESP) and Refugee Children School Impact Grant (RSCIG), with the intent of implementing the Consolidated Application in 2020-2021 for LEAs to access Titles I, II, III, IV, RLIS, and Immigrant Influx.

Most LEAs completed the narrative portions of the Title funds through the Pre-Application in INtelligrants, and are set to submit budgets through the Consolidated Application by the end of September 2020.

With the 2020-2021 school year transition, INtelligrants has encountered unforeseen problems that necessitate an adjustment. Program Coordinators were notified of this issue on Thursday, September 10 through an email. This email communicated that the budget submission portion of your application is on pause through INtelligrants. Instead of delaying funds to LEAs, which are especially vital in the current environment, IDOE is shifting its processes to ensure **immediate delivery of approved reimbursable dollars**.

Therefore, all LEAs will follow the steps below in order to submit budgets and begin seeking reimbursement once budgets are approved. The steps below are available **today** for LEAs to begin submitting budgets:

- 1) Ensure the LEA's Pre-Application is in "Pre-Application Approved" status in INtelligrants, which represents the narrative portions of the Title grants. The Pre-App is working properly, and can be found at <https://link.doe.in.gov>. Reach out to your assigned federal grants specialist if you need further support, which can be found at the bottom of www.doe.in.gov/grants.

115 W. Washington Street ■ South Tower, Suite 600 ■ Indianapolis, Indiana 46204

317.232.6610 ■ www.doe.in.gov

- 2) Submit *separate* budgets for Titles I, II, III, IV, RLIS, and Immigrant Influx (if applicable) through IDOE's legacy systems used in prior years **by October 16, 2020**. Hyperlinks are provided below to locate the exact forms needed. Please note that IDOE has removed all questions that were addressed in the Pre-Application, which leaves LEAs to primarily just submit budgets and budget descriptions. If you have existing budget details saved in the Consolidated Application that you wish to utilize, please open your Consolidated App and click on "Print Document" under the Tools section to save your work for future reference by 9/22/2020.
- a) Title I: Visit <https://title1.doe.in.gov/>, and click on Grants Applications > Begin New Application > Basic or Charter Application to open an FY 21 Title I application. Once submitted and approved by IDOE, LEAs will seek reimbursement through the Title I app center under Corp Reports > Reimbursement Forms. Administrators new to a specific LEA or who need a username/password for the Title I app center can fill out this [form](#). *Please note that the questions on the District Information page of Items #2-6, and #10-13, as well as all description boxes on the individual Title I School Programs page can be ignored and put "N/A: Pre-App" as those questions were addressed already in the Pre-App.*
 - b) Title II: Visit [here](#). Once approved, an excel reimbursement form will be provided to the LEA.
 - c) Title III: Visit [here](#) and click on the 2020-2021 Title III Grant dropdown to find the Title III Application and the User Guide with application instructions. Once completed, submit to your assigned EL specialist. Once approved, an excel reimbursement form will be provided to the LEA.
 - i) If an LEA has less than a \$10,000 allocation, then the LEA must apply via a consortium. The partner LEAs will need to complete an application, however the budget tables will be submitted by the fiscal agent.
 - d) Title IV: Visit [here](#). Once approved, an excel reimbursement form will be provided to the LEA.
 - e) Rural Low Income Schools (RLIS): Visit [here](#). Once approved, an excel reimbursement form will be provided to the LEA. A limited number of LEAs are eligible for RLIS, which can be found [here](#).
 - f) Title III Immigrant Influx: Visit [here](#) and click on the 2020-2021 Title III Grant dropdown to find the Immigrant Influx application. Once completed, submit to your assigned EL specialist. Once approved, an excel reimbursement form will be provided to the LEA. A limited number of LEAs are eligible for Immigrant Influx funds, and allocations for eligible LEAs can also be found via the link above.

General Reminders:

- 1) Equitable share for nonpublic schools located within the geographic boundaries of an LEA (Titles II, III, IV, and Title III Immigrant Influx) as well as based upon children in poverty living in Title I attendance boundaries (Title I) is still required. LEAs must

- submit [affirmation of consultation](#) with nonpublic public schools with each grant, and [generate an equitable share](#). Questions can be sent to the Equitable Services Ombudsman
- 2) Title I, Part D: Neglected and Delinquent as well as the pilot grants of NESP and RCSIG will continue to be deployed through INTelligrants for 2020-2021.
 - 3) IDOE will continue to resolve outstanding issues so that the Consolidated Application is fully ready for the 2021-2022 school year, which will include the following updates:
 - a) Edit the Per-Pupil Expenditure (PPE) on the Eligible School Summary (ESS) page to adjust dollars flowing to Title I schools after the school information request form has been initiated
 - b) Populate the equitable share calculations automatically for eligible nonpublic schools by program based upon submitted data by the LEA
 - c) Initiate or edit school and facility level forms as often as needed, and make edits
 - d) Allow re-ordering on the ESS for LEAs to easily rank the schools wished to be served with Title I
 - e) Provide a decline option if an LEA wishes to not apply for a specific grant
 - f) Separate neglected facilities from nonpublic school summary
 - g) More technical and ease-of-use edits

We thank you for your patience and consideration as IDOE deploys this adjusted process while ensuring that dollars are not delayed. Questions and/or concerns can be directed to Nathan Williamson at nwilliamson@doe.in.gov